



NEERAJ SRINIVASAN

Long Beach, CA

(562) 544 - 3765

neerajsvasan@gmail.com

SKILLS



Zoom



Skype



Webex



MS Teams



Adobe
Connect



GoToMeeting

LANGUAGES

English ●●●●●●●●●●
Tamil ●●●●●●●●
Spanish ●●●●
Hindi ●●●●

REFERENCES

Crystal Alexander

crystal.r.alexander@gmail.com
(503) 333-6774
Owner at Bright Spark, LLC

Zac Reed

Zac@Nannr.com
(503) 703-7892
President of Operations at Nannr

Ellyn Groves

accounting@seamlessevents.com
(503) 381-7088
Bookkeeper at Seamless Event Solutions

EDUCATION

Washington State University

B.A. in Communication

Broadcast Production Option

May 2013

EXPERIENCE

Virtual Learning & Webcast Producer

Conduent | August 2020 - Present

Manage and execute all phases of firm's virtual CPE classes.
Achieve a thorough understanding of various technologies.
Moderate & facilitate live virtual sessions and internal meetings.

Audio Visual Project Coordinator

First American | March 2020 - August 2020

Work closely with management to introduce options & solutions.
Create and document conference room equipment standards.
Create training videos and materials on variety of AV technologies.

Freelance Audio Visual Technician

Various | January 2019 - March 2020

Work as camera operator, V2, tape op, breakout and set/strike tech.
Operate in variety of indoor and outdoor event spaces.
Adjust to irregularly shifting conditions to carry out effective service.

Operations Coordinator & AV Specialist

Seamless Event Solutions | September 2016 - January 2019

Carry out setup, operation, and strike of audiovisual equipment.
Edit, compress, archive, and deliver show footage for client use.
Design and execute e-mail campaigns & social media content.

Account Executive, Digital Media Sales

Yahoo, Inc. | April 2016 - September 2016

Handle inbound sales inquiries & identify solutions for prospects.
Work with marketing & editorial to develop custom ad programs.
Work with search marketing team to help secure terms as needed.